



Community Development Department
Building & Fire Safety Division
1000 Webster St. - 2nd floor
Fairfield, California 94533
707. 428.7451
www.fairfield.ca.gov

REQUIREMENTS FOR PLAN SUBMITTAL

DESIGN CRITERIA:

I. CODES AND ORDINANCES IN EFFECT

- A. 2007 California Building Code
- B. 2007 California Plumbing Code
- C. 2007 California Mechanical Code
- D. 2007 California Electric Code
- E. 2007 California Fire Code
- F. 2008 California Building Energy Efficiency Standards

II. DESIGN

- A. Seismic Design Category 'D' (Possibly 'E')
- B. Wind Load 85 mph (Based on 3 mps gust), Exposure C
- C. Energy Climate Zone #12
- D. Snow load None
- E. Some areas in flood zone (contact Public Works)

III. INFORMATION REQUIRED FOR PLAN CHECK

All plans are to be drawn on a minimum 18" x 24" size paper to a scale of 1/8" = 1' or 1/4" = 1'. Include a site plan drawn to a scale of 1" = 20'.

A. COMMERCIAL & INDUSTRIAL:

- 1. Three complete sets of plans, including:
 - a. Site and grading, include all accessible parking.
 - b. Architectural plans, foundation, roof framing plan, floor framing plan, floor plan, building cross sections, and building elevations
 - c. Structural plans
 - d. Details
 - e. Electrical, plumbing, mechanical, landscape & irrigation plans
- 2. Soils report - two copies
- 3. Structural calculations - two copies
- 4. Two complete sets of Title-24 Energy Compliance calculations. Form CF-1 (all sheets) must be on the blue line plans.
- 5. Specifications - two copies
- 6. Truss calculations* (can be a deferred submittal) – two copies

INFORMATION REQUIRED FOR PLAN CHECK (continued):

B. COMMERCIAL TENANT IMPROVEMENT:

1. Three sets of plans including:
 - a. Floor Plan
 - b. Site Plan (Include all associated accessible parking)
 - c. Details as necessary
 - d. Electrical, plumbing, mechanical plans
 - e. Title-24 Energy Compliance (if applicable)

C. RESIDENTIAL/MULTI-FAMILY:

1. Three complete sets of plans, including:
 - a. Site and grading
 - b. Architectural plans, foundation, roof framing plan, floor framing plan, floor plan, building cross sections, and building elevations
 - c. Structural plans
 - d. Details
 - e. Electrical, plumbing & mechanical plans
2. Soils report - one copy
3. Two complete sets of Title-24 Energy Compliance calculations. Form CF-1 (all sheets) must be on the blue line plans.
4. Specifications - two copies
5. Truss calculations* (can be a deferred submittal) – two copies

D. RESIDENTIAL/COMPLETE DWELLING:

1. Three complete sets of plans including:
 - a. Site and grading
 - b. Architectural plans, foundation, roof framing plan, floor framing plan, floor plan, building cross sections, and building elevations
2. Two site plans on 8 1/2" x 11" @ 1:20 scale
3. Two complete sets of Title-24 Energy Compliance calculations. Form CF-1 (all sheets) must be on the blue line plans.
4. Two copies of any required structural calculations
5. Soils report - two copy
6. Truss calculations* (can be a deferred submittal) – two copies

E. RESIDENTIAL/ROOM ADDITION:

See Room Addition Handout

INFORMATION REQUIRED FOR PLAN CHECK (continued):

F. PATIO COVER:

1. Three complete sets of plans, including:
 - a. Size
 - b. Site Plan (Location on property)
 - c. Foundation, elevations, roof framing plan, critical connection details
 - d. If metal, I.C.B.O. approval number. Must be designed for load.

IV. OTHER DEPARTMENT AND AGENCY APPROVALS WHICH MAY APPLY:

- Public Works Department - 3rd floor (707) 428-7485
- Planning & Development - 2nd floor (707) 428-7461
- Environmental Health Services, 675 Texas St., #5500 (707) 784-6765 (retail food establishments and restaurants or hazmat)
- Fire Prevention Division, Fire Station #37
1200 Kentucky Street, (707) 428-7375

V. UTILITY COMPANIES

- A. Pacific Gas & Electric, 91 Cernon St. Vacaville, 707-448-6235
- B. Pacific Bell Telephone, Residential 707-428-2310/
Business 707-585-4700
- C. Comcast, 800-945-2288

*Engineer of record must review truss calculations prior to submittal. Calculations must bear shop stamp approval or letter stating calculations have been reviewed and are in general conformance with design.

ROSTER OF INDIVIDUALS AND ASSOCIATIONS

For written interpretations from the adopting agency:

Norm Sorensen, Assistant Chief
Division of Code and Standards
Department of Housing and Community Development
P.O. Box 1407
Sacramento, CA. 95812-1407
(916) 445-9471

Miguel Mejia, State Housing Law Manager
Division of Codes and Standards
Department of Housing and Community Development
P.O. Box 1407
Sacramento, CA. 95812-1407
(916) 445-9471

For assistance on using Title-24:

California Building Standards Commission
428 'J' Street, Suite 450
Sacramento, CA. 95814
(916) 323-6363

For assistance on pending federal amendments:

Robert E. Raymer, P.E. Technical Director
California Building Industry Association
1107 Ninth Street, Suite 1060
Sacramento, CA. 95814
(916) 443-7933

Additional other assistance and referrals:

California Building Officials Training Institute
2215 21st Street
Sacramento, CA. 95818
(916) 456-3824

For assistance on accessibility regulations in publicly funded buildings and public buildings:

Aaron Noble, Office of the State Architect
Disabled Access Compliance Unit
400 'P' Street, 5th floor
Sacramento, CA. 95814
(916) 445-7523

Revised: 2/4/10